

February 1, 2008

TO: ALL STATE AGENCIES, SCHOOL DISTRICTS, MUNICIPALITIES, VOLUNTEER  
FIRE COMPANIES AND POLITICAL SUBDIVISIONS

FROM: ROXANN M. PARKER  
STATE CONTRACT PROCUREMENT OFFICER  
302-857-4555

SUBJECT: **AWARD NOTICE #1 – Effective June 26, 2008**  
**CONTRACT NO. GSS-MU-08-165A-RP**  
RENTAL AND SERVICING OF PORTABLE TOILETS – SUSSEX COUNTY

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## **KEY CONTRACT INFORMATION**

### **1. MANDATORY USE CONTRACT:**

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**REF: Title 29, Chapter 6911(d) Delaware Code.** Every state department and agency within the Executive Branch and Judicial Branch of the state government shall procure all material, equipment and nonprofessional services through the statewide contracts administered by Government Support Services, Office of Management and Budget. Delaware State University, Delaware Technical and Community College, the operations funded by Public School Districts, Delaware Transit Corporation, Department of Elections, the Legislative Branch and the Board of Pension Trustees and their consultants are specifically exempted from the requirements of this subsection.

### **2. CONTRACT PERIOD:**

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Each Vendors contract shall be valid for a one (1) year period from February 29, 2008 through February 28, 2009. Each contract may be renewed for one (1) additional year through negotiation between the contractor and Government Support Services. Negotiation must be initiated no later than ninety (90) days prior to the termination of the current agreement.

### **3. VENDOR:**

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Arrow Sanitary Service  
1772 Pulaski Hwy  
Bear, DE 19701  
Fed. EI # 51-0106328  
Contact: Monica Sammons  
Email: [arrowsanitary@juno.com](mailto:arrowsanitary@juno.com)  
Phone: 800 – 880-4797  
Fax: 302-834-4547

### **4. SHIPPING TERMS:**

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F.O.B. destination.

### **5. DELIVERY AND PICKUP:**

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Delivery and pick up shall be by location as in Scope of Work.

### **6. PRICING:**

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Prices will remain firm for the term of the contract year.

### **PRICE ADJUSTMENT:**

If agreement is reached to extend this contract for the second, optional year, the Division of Government Support Services shall have the option of offering a determined price adjustment and shall not exceed the current Philadelphia All Urban Consumers Price Index (CPI-U), U.S. City Average. If the CPI-U is used, any increase/decrease shall reflect the change during the previous published twelve (12) month period at the time of renegotiation.

**PRICING (CONTINUED):**

**ZONE 3 - SUSSEX COUNTY  
DIVISION OF FISH & WILDLIFE**

**VENDOR OWNED UNITS**

<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
DuPont Nature Center	1 ea. Standard	Weekly	60.00
	1 ea. Handicapped	Weekly	80.00
		Every other week	50.00
Nanticoke Wildlife Area Shop	1 ea. Standard	Weekly	60.00
Assawoman Wildlife Area Shop	1 ea. Standard	Weekly	60.00
Assawoman Wildlife Area			
a. Mulberry Landing Boat Ramp	1 ea. Standard	Weekly	70.00
	1 ea. Handicapped	Twice Weekly	110.00
b. Strawberry Landing Fishing Area	1 ea. Standard	Weekly	58.00
		Twice Weekly	83.00
c. Sassafras Landing Fishing Area	1 ea. Standard	Weekly	58.00
		Twice Weekly	83.00
<b>Seasonal - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Cedar Creek Boat Ramp	1 ea. Standard	Twice Weekly (M & F)	80.00
	1 ea. Handicapped		105.50
	1 ea. *CVA		50.00
Lewes Boat Ramp	1 ea. Standard	Three Times Weekly (M W & F)	120.00
	1 ea. Handicapped		150.00
	1 ea. *CVA		50.00
Phillips Landing	1 ea. Standard	Twice Weekly (M & F)	80.00
	1 ea. Handicapped		105.50
	1 ea. *CVA		50.00
Rosedale Beach	1 ea. Standard	Twice Weekly (M & F)	80.00
	1 ea. Handicapped		105.50
	1 ea. *CVA		50.00
Massey's Landing	1 ea. Standard	Three Times Weekly (M W & F)	120.00
	1 ea. Handicapped		150.00
	1 ea. *CVA		50.00

\* Denotes one unit is a CVA Dump Station.

**ZONE 3 - SUSSEX COUNTY**  
**DIVISION OF PARKS & RECREATION**

**STATE OWNED UNITS**

<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Trap Pond State Park			
a. Boy Scout Area	1 ea. Regular	Weekly-Fri.	60.00
b. Cypress Point	1 ea. Handicapped	Weekly	80.00
c. Nature Center	1 ea. Regular	Weekly	60.00
<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Cape Henlopen State Park:			
a. Herring Point	1 ea. Handicapped & 1 Reg.	M., W., & F.	165.00
		M,W,F & Sa	200.00
		Mon. & Fri.	110.00
b. Fort Miles	1 ea. HC & 1 Reg.	On Call	25.00
		M, W & F	165.00
		On Call	25.00

**VENDOR OWNED UNITS**

<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Trap Pond:			
a. Trussum Pond	1 ea. Handicapped	Weekly-Fri.	78.00
b. Boat Ramp	1 ea. Handicapped	Weekly-Fri.	78.00
c. Boat House	1 ea. Handicapped	Weekly-Fri.	78.00

**ZONE 3 – SUSSEX COUNTY  
DIVISION OF PARKS & RECREATION  
VENDOR OWNED UNITS**

<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Cape Henlopen State Park:			
a. Gordon's Pond	1 ea. HC & 1 Reg.	M W & F	150.00
	2 ea. HC & 6 Reg.	M W F & Sun	200.00
	2 ea. HC & 6 Reg.	M W F Sat & Sun	250.00
	2 ea. HC & 2 Reg.	M W & F	150.00
b. Beach Plum Island	1 ea. HC & 1 Reg.	Mon. & Fri.	110.00
c. Primitive Youth Camp	1 ea. HC & 1 Reg.	On Call	25.00
		Mon. & Fri.	110.00
		On Call	25.00
d. Pavilion	1 ea. HC & 1 Reg.	Mon. & Fri.	110.00
	1 ea. HC & 2 Reg.	Mon. & Fri.	110.00
	1 ea. HC & 1 Reg.	Mon. & Fri.	110.00
Holts Landing State Park:			
a. Primitive Campground	2 ea. Handicapped	Friday	80.00
b. Main Parking Lot	1 ea. Handicapped	Mon. & Fri.	110.00
<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Fenwick Island State Park:			
a. Beach Bathhouse Parking Lot	1 ea. Handicapped	Friday	80.00
b. Assawoman Rec. Area	2 ea. Regular	Mon. & Fri.	110.00
Fenwick State Beach (Unincorporated Area)	2 ea. Regular	Mon. & Fri.	110.00

**ZONE 3 – SUSSEX COUNTY  
DIVISION OF PARKS & RECREATION  
VENDOR OWNED UNITS**

<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Delaware Seashore State Park:			
a. New Road	2 ea. Regular	Mon. & Fri.	110.00
b. Tower Bay Road	2 ea. Regular	Mon. & Fri.	110.00
c. Keybox Road	2 ea. Regular	Mon. & Fri.	110.00
d. Conquest Road	2 ea. Regular	Mon. & Fri.	110.00
e. Savage Ditch Road	2 ea. Regular	Mon. & Fri.	110.00
f. North Lot	1 ea. HC & 1 Regular	Mon. & Fri.	110.00
	1 ea. HC & 3 Regular	Mon. & Fri.	110.00
	1 ea. HC & 1 Regular	Mon. & Fri.	110.00
g. 3R's Road	2 ea. Regular	Mon. & Fri.	110.00
h. South Inlet Day Area	1 ea. HC & 1 Regular	Mon. & Fri.	110.00
<b>Annual - Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Monthly Fee/Unit</b>
Indian River Marina:			
a. Fish Cleaning Building	2 ea. Regular	Mon. & Fri.	85.00
b. Charter Boat Parking Lot	2 ea. Regular	Mon, & Fri.	85.00
<b>ADDITIONAL CHARGES PER CALL PER UNIT:</b>			
A. Fish & Wildlife:			
Emergency Service - Weekdays			45.00
Emergency Service - Weekend/Holiday			85.00
B. Parks & Recreation:			
Emergency Service - Weekdays			45.00
Emergency Service - Weekend/Holiday			85.00

**Zone 3 – DeIDOT Locations**

VENDOR OWNED UNITS				
Annual	- Location	Unit	Frequency	Monthly Fee/Unit
	Del DOT Area 1 – Laurel 10930 Salt Barn Rd. Laurel, DE	1 ea. Standard	Weekly	60.00
	Del DOT Area 2 - Seaford 22136 Bridgeville Hwy. Seaford, DE	1 ea. Standard	Weekly	60.00
	Del DOT Area 3 – Ellendale 20368 Milton Ellendale Hwy. Ellendale, DE	1 ea. Standard	Weekly	60.00
	Del DOT Area 5 – Dagsboro 27643 Dagsboro Rd. Dagsboro, DE	1 ea. Standard	Weekly	60.00
	Del DOT Area 20 – Gravel Hill 24450 Lewes Georgetown Hwy Georgetown, DE	1 ea. Standard	Weekly	60.00

## **ADDITIONAL TERMS AND CONDITIONS**

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### **7. BILLING:**

The contractor is required to **"Bill as Shipped" to the respective ordering agency(s) as shown in Scope of Work.** Ordering agencies shall provide at a minimum the contract number, ship to and bill to address, contract name and phone number.

### **8. PAYMENT:**

The agencies or school districts involved will authorize and process for payment each invoice within thirty (30) days after the date of receipt. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

### **9. PRODUCT SUBSTITUTION:**

All items delivered during the life of the contract shall be of the same type and manufacture as specified unless specific approval is given by Government Support Services to do otherwise. Substitutions may require the submission of written specifications and product evaluation prior to any approvals being granted.

### **10. ORDERING PROCEDURE:**

The contractor is required to have either a local telephone number within the (302) area code, a toll free (800) number, or agree to accept collect calls. Each agency is responsible for placing their orders and may be accomplished by written purchase order, telephone, fax or computer on-line systems. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

### **11. HOLD HARMLESS:**

The contractor agrees that it shall indemnify and hold the State of Delaware and all its agencies harmless from and against any and all claims for injury, loss of life, or damage to or loss of use of property caused or alleged to be caused, by acts or omissions of the contractor, its employees, and invitees on or about the premises and which arise out of the contractor's performance, or failure to perform as specified in the Agreement.



**12. NON-PERFORMANCE:**

In the event the contractor does not fulfill its obligations under the terms and conditions of this contract, the ordering agency may purchase equivalent product on the open market. Any difference in cost between the contract prices herein and the price of open market product shall be the responsibility of the contractor. Under no circumstances shall monies be due the contractor in the event open market products can be obtained below contract cost. Any monies charged to the contractor may be deducted from an open invoice.

**13. FORCE MAJEURE:**

Neither the contractor nor the ordering agency shall be held liable for non-performance under the terms and conditions of this contract due, but not limited to, government restriction, strike, flood, fire, or unforeseen catastrophe beyond either party's control. Each party shall notify the other in writing of any situation that may prevent performance under the terms and conditions of this contract.

**14. AGENCY'S RESPONSIBILITIES:**

The Agency shall:

- a. Examine and review in detail all letters, reports, drawings and other documents presented by the Contractor to the Agency and render to the Contractor in writing, findings and decisions pertaining thereto within a reasonable time so as not to delay the services of Contractor.
- b. Give prompt written notice to the Contractor whenever the Agency observes or otherwise becomes aware of any development that affects the scope or timing of the Contractor's services.

**15. SCOPE OF WORK:**

This contract consists of (1) furnishing and servicing vendor owned units and (2) servicing State owned units. The State anticipates service requirements as Annual (year round), Seasonal and Short term.

**SERVICE REQUIREMENTS:**

Routine service shall be based on the location and service needs as set forth on pages 11 - 14. The contractor shall also be capable of providing emergency service and/or unit placement within four (4) hours notice which may include weekends and Holidays.

**VENDOR OWNED UNITS:**

- A. Prices for contractor owned units shall include furnishing of units, complete removal of wastes, replacements of appropriate chemicals to assure masking of odors, cleaning and disinfection of units, replacement of supplies, repairs to units and equipment. The contractor shall be responsible for repairs and replacement of their units due to damage resulting from vandalism, accidents, storms or otherwise.
- B. The contractor supplied units shall be clean and in good condition, and they shall have the overall appearance of a new unit. The units shall be constructed of fiberglass or equivalent product; and shall have firmly mounted doors with all attachments for user security. i.e., paper holder, screen and plastic pipe for venting.

C. Units shall be weather proofed and vented to assure proper circulation of air and reduction of odors. Holding containers shall be leak proof.

D. The Agency reserves the right to make changes to the frequency of service, the receipt of additional services and additional units as warranted.

**SERVICE REQUIREMENTS VENDOR OWNED UNITS:**

A. Units shall be serviced one (1) day per week as a minimum; other sites require service two (2) days per week (Monday and Friday) and three (3) days per week (Monday, Wednesday & Friday). The contractor shall be capable of providing service to high use sites on an emergency basis which may include weekends and Holidays.

B. Service shall include the complete removal of wastes, replacement of appropriate chemicals to assure masking of odors and cleaning and disinfection of units, replacement of supplies, repairs to units and equipment, and all other services necessary to maintain a neat and sanitary unit.

C. The contractor shall dispose of all wastes to the satisfaction of the Department; a photocopy of your State of Delaware haulers permit **shall** accompany your proposal.

D. The contractor shall be responsible for repairs and replacement of their units due to damage resulting from vandalism, accident, storm, or otherwise. Repairs or replacement of the unit shall be made by the contractor within twenty-four (24) hours of notification in order to ensure uninterrupted service.

E. Removal of units shall be done within a two (2) week period upon notification by the Division Representative.

F. The contractor shall properly dispose of trash that has been left in the units. Dumping the trash on the ground is **unacceptable**.

**ADDITIONAL REQUIREMENTS FOR PORTABLE UNITS:**

A. All portable toilets, including handicap units, placed in the State Parks and Fish & Wildlife locations shall be a minimum 50 gal. capacity.

B. All portable units, including handicap units, placed in the State Parks and Fish & Wildlife locations shall be equipped with hand sanitizing stations.

C. The contractor shall allow the State Parks to place a placard/sign in the unit for the purposes of giving the public instructions for whom to contact if there is a problem with the unit. These placard/signs will be provided and placed by the park staff and removed by the same at the end of the contract period.

D. The contractor must be available to respond to weekend and holiday service and/or problems.

**STATE OWNED UNITS:**

Prices for State owned units shall include complete removal of wastes, replacement of appropriate chemicals to assure masking of odors, cleaning and disinfection of units, replacement of supplies and minor repairs to units and equipment. Minor repairs shall be repairs not exceeding \$20.00. The contractor shall contact the appropriate Division Representative to receive authorization for all repairs over \$20.00. All authorized repairs over \$20.00 will be reimbursable upon submission of the appropriate documentation.

**DELIVERY AND INSTALLATION:**

Delivery, installation and start-up service shall be coordinated with the Division Representative to ensure proper placement. The Division contacts are:

**Division of Fish and Wildlife**

89 Kings Highway  
Dover, DE 19901  
Mr. Lacy Nichols  
(302) 739-9914.

**Division of Parks and Recreation:**

Trap Pond State Park  
33587 Bald Cypress Lane  
Laurel, DE 19956  
Attn: John McMillon  
Phone: (302) 875-5153

Indian River Marina  
39415 Inlet Rd.  
Rehoboth Beach, DE 19971  
Attn: Mike Marsich  
Phone: (302) 227-3071

Holts Landing State Park  
130 Coastal Highway  
Rehoboth Beach, DE 19971  
Attn: Doug Long  
Phone: (302) 227-2800

Fenwick Island State Park  
130 Coastal Highway  
Rehoboth Beach, DE 19971  
Attn: Doug Long  
Phone (302) 227-2800

Cape Henlopen State Park  
42 Cape Henlopen Drive  
Lewes, DE 19958  
Attn: Pat Cooper  
Phone: (302) 645-8983

Delaware Seashore State Park  
130 Coastal Highway  
Rehoboth Beach, DE 19971  
Attn: Doug Long  
Phone: (302) 227-2800

**ADDITIONAL CHARGES:**

The contractor is required to break out the additional charges per call per unit for emergency service on weekdays and weekends.

**ZONE 3 - SUSSEX COUNTY  
DIVISION OF FISH & WILDLIFE**

**VENDOR OWNED UNITS**

<b>Annual</b>	<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
	Dupont Nature Center	1 ea. Standard	Weekly	3/01/08 – 10/31/08
		1 ea. Handicapped	Weekly	3/01/08 – 10/31/08
			Every other week	11/01/08 – 2/28/09
	Nanticoke Wildlife Area Shop	1 ea. Standard	Weekly	03/01/08 – 2/28/09
	Assawoman Wildlife Area Shop	1 ea. Standard	Weekly	03/01/08 – 2/28/09
	Assawoman Wildlife Area:			
	a. Mulberry Landing Boat Ramp	1 ea. Standard	Weekly	11/01/08 – 02/28/09
		1 ea. Handicapped	Twice Weekly	03/01/09 – 10/31/09
	b. Strawberry Landing Fishing Area	1 ea. Standard	Weekly	11/01/08 – 02/28/09
			Twice Weekly	03/01/09 – 10/31/09
	c. Sassafras Landing Fishing Area	1 ea. Standard	Weekly	11/01/08 – 02/28/09
			Twice Weekly	03/01/08 – 10/31/08
<b>Seasonal</b>	<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
	Cedar Creek Boat Ramp	1 ea. Standard	Twice Weekly	05/01/08 – 10/31/08
		1 ea. Handicapped	(M & F)	
		1 ea. *CVA		
	Lewes Boat Ramp	1 ea. Standard	Three Times	05/01/08 – 12/31/08
		1 ea. Handicapped	Weekly	
		1 ea. *CVA	(M W & F)	
	Phillips Landing	1 ea. Standard	Twice Weekly	05/01/08 – 10/31/08
		1 ea. Handicapped	(M & F)	
		1 ea. *CVA		
	Rosedale Beach	1 ea. Standard	Twice Weekly	05/01/08– 10/31/08
		1 ea. Handicapped	(M & F)	
		1 ea. *CVA		
	Massey's Landing	1 ea. Standard	Three Times	05/01/08 – 12/31/08
		1 ea. Handicapped	Weekly	
		1 ea. *CVA	(M W & F)	

\* Denotes one unit is a CVA Dump Station.

**ZONE 3 - SUSSEX COUNTY  
DIVISION OF PARKS & RECREATION**

**STATE OWNED UNITS**

**Annual**

<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
Trap Pond State Park:			
a. Boy Scout Area	1 ea. Regular	Weekly-Fri.	03/01/08 – 10/31/08
b. Cypress Point	1 ea. Handicapped	Weekly	04/01/08 – 11/30/08
c. Nature Center	1 ea. Regular	Weekly	01/01/08 – 12/31/08

**Annual**

<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
Cape Henlopen State Park:			
a. Herring Point	1 ea. Handicapped & 1 Reg.	M., W., & F. M,W,F & Sa Mon. & Fri.	05/01/08 – 06/23/08 06/24/08 – 09/15/08 09/16/08 – 10/31/08
b. Fort Miles	1 ea. HC & 1 Reg.	On Call M, W & F On Call	01/01/08 – 03/31/08 04/01/08 – 10/31/08 11/01/08 – 12/31/08

**VENDOR OWNED UNITS**

**Annual**

<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
Trap Pond:			
a. Trussum Pond	1 ea. Handicapped	Weekly-Fri.	05/01/08 – 10/31/08
b. Boat Ramp	1 ea. Handicapped	Weekly-Fri.	05/01/08 – 10/31/08
c. Boat House	1 ea. handicapped	Weekly-Fri.	05/01/08 – 10/31/08

**ZONE 3 - SUSSEX COUNTY – (Continued)**  
**DIVISION OF PARKS & RECREATION**

**VENDOR OWNED UNITS**

**Annual**

<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
Cape Henlopen State Park:			
a. Gordon's Pond	1 ea. HC & 1 Reg.	M W & F	05/01/08 – 05/16/08
	2 ea. HC & 6 Reg.	M W F & Sun	05/16/08 – 06/23/08
	2 ea. HC & 6 Reg.	M W F Sat & Sun	06/24/08 – 09/08/08
	2 ea. HC & 2 Reg.	M W & F	09/09/08 – 10/31/08
b. Beach Plum Island	1 ea. HC & 1 Reg.	Mon. & Fri.	05/01/08 – 10/31/08
c. Primitive Youth Camp	1 ea. HC & 1 Reg.	On Call	01/01/08 – 03/31/08
		Mon. & Fri.	04/01/08 – 10/31/08
		On Call	11/01/08 – 12/31/08
d. Pavilion	1 ea. HC & 1 Reg.	Mon. & Fri.	04/01/08 – 05/31/08
	1 ea. HC & 2 Reg.	Mon. & Fri.	06/01/08 – 09/15/08
	1 ea. HC & 1 Reg.	Mon. & Fri.	09/16/08 – 10/31/08
Holts Landing State Park			
a. Primitive Campground	2 ea. Handicapped	Friday	03/01/08 – 10/31/08
b. Main Parking Lot	1 ea. Handicapped	Mon. & Fri.	05/01/08 – 10/31/08

**VENDOR OWNED UNITS**

**Annual**

<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
Fenwick Island State Park			
a. Beach Bathhouse Prkg. Lot	1 ea. Handicapped	Friday	05/01/08 – 09/30/08
b. Assawoman Rec. Area	2 ea. Regular	Mon. & Fri.	05/01/08 – 09/30/08
Fenwick Island State Park:			
Fenwick State Beach (Unincorporated Area)	2 ea. Regular	Mon. & Fri.	05/15/08 – 09/30/08

**ZONE 3 - SUSSEX COUNTY – (Continued)**  
**DIVISION OF PARKS & RECREATION**

**VENDOR OWNED UNITS**

**Annual**

<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
Delaware Seashore State Park:			
a. New Road	2 ea. Regular	Mon. & Fri.	05/01/08 – 10/31/08
b. Tower Bay Road	2 ea. Regular	Mon. & Fri.	05/01/08 – 10/31/08
c. Keybox Road	2 ea. Regular	Mon. & Fri.	05/01/08 – 10/31/08
d. Conquest Road	2 ea. Regular	Mon. & Fri.	05/01/08 – 10/31/08
e. Savage Ditch Road	2 ea. Regular	Mon. & Fri.	05/01/08 – 10/31/08
f. North Lot	1 ea. HC & 1 Regular 1 ea. HC & 3 Regular 1 ea. HC & 1 Regular	Mon. & Fri. Mon. & Fri. Mon. & Fri.	01/01/08 – 05/15/08 05/16/08 – 09/30/06 10/01/08 – 12/31/08
g. 3R's Road	2 ea. Regular	Mon. & Fri.	05/01/08 – 10/31/08
h. South Inlet Day Area	1 ea. HC & 1 Regular	Mon. & Fri.	01/01/08 – 12/31/08

**VENDOR OWNED UNITS**

**Annual**

<b>Location</b>	<b>Unit</b>	<b>Frequency</b>	<b>Season</b>
Indian River Marina			
a. Fish Cleaning Building	2 ea. Regular	Mon. & Fri.	05/01/08 – 10/31/08
b. Charter Boat Parking Lot	2 ea. Regular	Mon, & Fri.	05/01/08 – 11/30/08

**DIVISION OF FISH & WILDLIFE LOCATIONS  
ZONE 3**

1. **CEDAR CREEK - PUBLIC LAUNCH AREA:**

From Milford south on DE 1 to DE 36, left on DE 36, follow 36 to road 203, left on 203 to site on right.

2. **LEWES BOAT RAMP:**

Area located near downtown Lewes on Pilottown Road.

3. **ROSEDALE BEACH - PUBLIC LAUNCH AREA:**

From Millsboro north on DE 30 to DE 24 East (North) on DE 24 to road 312A, turn right, follow to end of road, site on right, near Rosedale Beach Sign.

4. **ASSAWOMAN WILDLIFE AREA:**

Road 361, South Bethany Beach near Camp Barnes.

- a. Mulberry Landing
- b. Strawberry Landing
- c. Sassafras Landing

5. **NANTICOKE SHOP:**

From Seaford south on US 13 to Road 485 right on 485 to Road 493 to Bethel, go through Bethel and follow 493 to Road 494, right on 494 to shop, approximately one (1) mile on right.

6. **PHILLIPS LANDING - PUBLIC LAUNCH RAMP:**

From Seaford south on US 13 to road 485, right on 485 to road 493, to Bethel, go through Bethel on 493 to fork in road, bear right onto road 496 follow to end of road, follow signs toward Phillips Landing.

7. **MASSEY'S LANDING – PUBLIC LAUNCH RAMP:**

From Junction of DE Route 24 and Sussex County Road 23, near community of Long Neck, travel east about 5 miles to end of County Road 23.

8. **DUPONT NATURE CENTER:**

East onto DE 36 from SR1. Travel toward Slaughter Beach for 4.6 miles. Left onto County Rd. 203, Lighthouse Rd., and proceed one (1) mile to the end of the road. Nature Ctr. is white bldg. w/red roof.



**DIVISION OF PARKS AND RECREATION  
LOCATIONS  
ZONE 3**

1. **CAPE HENLOPEN STATE PARK - (GORDONS POND):**

Enter Rehoboth Beach on Rehoboth Avenue. Go over drawbridge, take first left go to stop sign. Take a right onto Columbia Avenue. Keep following about four (4) blocks to Surf Avenue, bear left and follow to Pond parking area.

2. **FENWICK ISLAND STATE PARK:**

Take route 1 south of Bethany Beach approximately four (4) miles. Turn left into bath house parking area. See staff for toilet location at Assawoman Recreation Area.

3. **HOLTS LANDING STATE PARK:**

Take Route 26 west from Bethany Beach; go approximately three (3) miles to Millville. Take a right onto road 347, go approximately 1.5 miles and take a right onto road 346. Follow road 346 into the park.

4. **TRAP POND STATE PARK:**

Take Rt. 24 east from Laurel approximately five (5) miles, take a right onto road 449 and proceed approximately one (1) mile to the park office. (See staff at Park Office for toilet locations.)

5. **BEACH PLUM ISLAND (BROADKILL):**

Take Rt. 16 to Broadkill Beach. At the intersection, take a right turn and proceed to end of road at the cul de sac. Take dirt road to the parking area.

**BILLING INFORMATION**

**Division of Fish and Wildlife**

Mr. Lacy Nichols  
89 Kings Highway  
Dover, DE 19901  
(302) 739-9941

**Division of Parks and Recreation:**

Trap Pond State Park  
33587 Bald Cypress Lane  
Laurel, DE 19956  
Attn: John McMillon  
Phone: (302) 875-5153

Holts Landing State Park  
130 Coastal Highway  
Rehoboth Beach, DE 19971  
Attn: Doug Long  
Phone: (302) 227-2800

Cape Henlopen State Park  
42 Cape Henlopen Drive  
Lewes, DE 19958  
Attn: Pat Cooper  
Phone: (302) 645-8983

Indian River Marina  
39415 Inlet Rd.  
Rehoboth Beach, DE 19971  
Attn: Mike Marsich  
Phone: (302) 227-3071

Fenwick Island State Park  
130 Coastal Highway  
Rehoboth Beach, DE 19971  
Attn: Doug Long  
Phone: (302) 227-2800

Delaware Seashore State Park  
130 Coastal Highway  
Rehoboth Beach, DE 19971  
Attn: Doug Long  
Phone: (302) 227-2800

